



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
www.ladpw.org

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

July 22, 2004

IN REPLY PLEASE
REFER TO FILE: **PJ-1**

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**ACTON COUNTY PARK – PARK DEVELOPMENT PROJECT
APPROVE ADDENDUM 1 TO THE MITIGATED NEGATIVE DECLARATION
APPROVE BUDGET ADJUSTMENT
APPROVE TOTAL PROJECT BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 6602; C.P. 69190
SUPERVISORIAL DISTRICT 5
4 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Consider and approve Addendum 1 to the Mitigated Negative Declaration (Enclosure D) in accordance with the California Environmental Quality Act for the proposed development of Acton County Park and find that Addendum 1 reflects the County's independent judgment and analysis.
2. Approve the enclosed budget adjustment in the amount of \$906,000 to increase appropriation offset by an increase in revenue for a total revised project budget of \$2,644,932 (Enclosure E) for the Acton County Park – Park Development Project funded by the Safe Neighborhood Parks Propositions of 1992 and 1996 and the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000.
3. Adopt plans and specifications for the Acton County Park - Park Development Project at an estimated construction cost of \$1,868,787 and

instruct the Executive Officer to advertise for bids to be received and opened on August 31, 2004, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).

4. Approve the Youth Employment Plan (Enclosure C).
5. Authorize the Director of Public Works to execute a consultant services agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a not to exceed fee of \$2,800 funded by existing project funds.
6. Delegate to the Director of Public Works the authority to determine, in accordance with the applicable contract and bid specifications, whether the apparent low bidder has timely prepared a satisfactory baseline construction schedule and satisfied all the conditions for contract award, including the criteria adopted by your Board for contract award, and authorize the Director to award and execute the construction contract, in the form previously approved by County Counsel, to the low responsible and responsive bidder and establish the effective date of the contract upon receipt by the Director of acceptable performance and payment bonds and evidence of required contractor insurance.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow Public Works to obtain bids and award a construction contract for the Acton County Park - Park Development Project.

In April 1998, Parks and Recreation met with the community to select a site for the development of a future park in the community of Acton. In 1999, three parcels were identified by the community located on the north side of Escondido Canyon Road, where it transitions into Syracuse Avenue, west of Crown Valley Road. The County began condemnation proceedings and, in October 2001 and January 2002, your Board approved the settlement of the condemnation actions for three parcels.

During the condemnation process, an architect was hired to provide a schematic design of proposed park improvements. During the time between the schematic design and preparation of construction documents, the County and the community worked together to develop different site improvement layouts and material alternatives to address the increase in the estimated construction costs and the location of the proposed park site in a floodplain. Based upon these refinements, we are recommending that your Board

approve Addendum 1 to the Mitigated Negative Declaration for Acton County Park Acquisition and Development Project. These refinements will not result in any new or more severe environmental effects not considered in the Mitigated Negative Declaration previously adopted by your Board.

The proposed project consists of developing approximately 4.8 acres of the 12.5 acres acquired. The project includes constructing a ball field, restroom, tot and children's play area, concrete walkway, parking lot, and perimeter horse trail; landscaping; fencing; and installing irrigation, site furniture, and a park identification sign. Plans and specifications are now completed. It is recommended that your Board authorize the Director of Public Works to award a construction contract to the lowest responsible bidder if the construction bid received is at or below the estimated construction contract cost. The Parks and Recreation Department will implement a small portion of the proposed park improvements through its at-risk youth employment plan. The work will include constructing concrete pads for picnic tables; installing picnic tables, park benches, barbecues; and planting ground cover.

The proposed agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is critical to successfully manage construction activities by both the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the construction contract to the next lowest responsible bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

In accordance with the State grant guidelines for the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000, the County has submitted a grant application for the proposed project. A construction contract will only be awarded upon approval by the State of the County's grant application. The State's approval is anticipated in mid-September 2004.

Implementation of Strategic Plan Goals

These actions meet the County's Strategic Plan Goals of Fiscal Responsibility and Children and Families' Well-Being by investing in public infrastructure and providing new recreational facilities to enhance service to the public and their quality of life.

FISCAL IMPACT/FINANCING

The estimated total construction cost of \$2,055,666 includes construction cost of \$1,868,787 and change order funds of \$186,879. The proposed total project cost, including plans and specifications, plan check, construction, change order contingency, at-risk youth employment, consultant services, miscellaneous expenditures, and County services, is currently estimated at \$2,644,932.

Due to the recent fluctuations in the cost of construction materials, an independent cost estimate was obtained to validate the construction budget. Based upon this third part construction cost check estimate, we are recommending that your Board approve a budget adjustment (Enclosure E) to increase appropriation by \$906,000 offset by an increase in the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000. Sufficient appropriation will be available in the Fiscal Year 2004-05 Capital Projects Budget (C.P. 69190) to fund this project upon your Board's approval of the enclosed budget adjustment.

Upon the award of a construction contract by the Director of Public Works, if any portion of the additional funds identified, are not required to build the proposed scope of work, then it is recommended that the remaining balance be made available to some other appropriate capital project in the Fifth District. The Project Schedule and Budget Summary are included in Enclosure A.

The proposed project is funded by the Safe Neighborhood Parks Propositions of 1992 and 1996 (\$1,057,932) and the Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000 (\$1,587,000).

Operating Budget Impact

Based upon the current scope of the development and current salary and employee benefit rates, Parks and Recreation anticipates one-time, start-up and annual, ongoing operational and maintenance costs for the project as follows:

Upon completion of the project expected to occur in Fiscal Year 2005-06, Parks and Recreation estimates one-time, start-up costs of \$43,578 to maintain and program the facility. This includes one pickup truck with lift-gate, maintenance tools and equipment, various outdoor sports and recreation equipment and supplies, one outdoor storage unit, furniture, and collapsible shelters to protect program staff and participants from weather conditions.

Parks and Recreation also estimates ongoing operating costs of \$84,948 to maintain the grounds and facilities and to program recreation and sports activities. These costs include salaries and employee benefits for grounds maintenance and recreation staff, utilities, grounds and general maintenance supplies, a mowing contract, and recreation and sports supplies and equipment.

Parks and Recreation will work with the Chief Administrative Office to determine the appropriate level of operations and available funding.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard construction contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Under the provisions of the County of Los Angeles Regional Park and Open Space District policy, Parks and Recreation is actively pursuing employment opportunities to meet the County's Youth Employment Minimum Obligation. The estimated cost of the Youth Employment Plan for this project is \$14,000 as detailed in Enclosure C. In

addition, plans and specifications encourage the contractor to employ at-risk youth on the project.

ENVIRONMENTAL DOCUMENTATION

On December 29, 1999, your Board approved the Mitigated Negative Declaration for the Acton County Park Acquisition and General Development pursuant to the California Environmental Quality Act. Addendum 1 to the Mitigated Negative Declaration provides an analysis of the proposed relocation of some of the project elements and concludes that none of the conditions described in Section 15162 of the California Environmental Quality Act guidelines calling for the preparation of a subsequent Mitigated Negative Declaration has occurred and that there would not be any new impacts than those discussed in the Mitigated Negative Declaration.

There are two changes to the Mitigated Negative Declaration. The first change involves the timing of the park development. The park will be implemented in phases rather than being fully developed at one time. The second change consists of the relocation of some of the park amenities from the north side to the south side of the park. These minor technical changes extended the design phase work by three months, and they do not result in any new environmental impacts beyond those described in the Mitigated Negative Declaration. It is recommended that your Board approve Addendum 1 to the Mitigation Negative Declaration (Enclosure D).

Mitigation measures relative to aesthetics, biological resources, cultural resources, hydrology and water quality, and utilities and services systems were included as part of the Mitigated Negative Declaration and the Mitigation Monitoring and Reporting Program. These measures to mitigate project impacts will be incorporated into the construction bid documents and include field observations by specialized consultants during critical phases of construction.

CONTRACTING PROCESS

In September 2000, the County settled a lawsuit with Hellmuth, Obata + Kassabaum, Inc., related to the design of Twin Towers. As part of the settlement agreement, HOK agreed to provide professional services in the amount of \$500,000 at no cost to the County for project(s) the County designated. In a memo to each Supervisor dated April 23, 2002, Public Works and the CAO recommended that the services from the settlement be divided equally among each Supervisorial District and that each office select the project in their District for which to use the services. The Fifth District has designated the Acton County Park General Development Project.

On July 15, 2003, Public Works executed a contract with HOK for a not to exceed value of \$145,000, including \$100,000 of no cost services from the Twin Towers settlement agreement. In May 2004, Public Works amended the HOK contract in the amount of \$25,500 to incorporate design changes required by County Code to address secondary highway setback requirements.

Advertising for bids will be in accordance with the County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B). As requested by your Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with Us" website.

Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

During the construction scheduled to begin in November 2004, there will be no impact on the current services. Local residents and businesses will be informed that traffic and local access will be mildly disrupted during construction.

The development of the 4.8 acres of park land will provide park and recreational activities and amenities for the community in Acton. Recreational activities may include picnicking, youth and adult softball, soccer, special holiday events, concerts in the park, summer day camp, nature activities, and fitness programs that will enhance the quality of life for the residents.

The Honorable Board of Supervisors
July 22, 2004
Page 8

CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects Division), Parks and Recreation, and Public Works.

Respectfully submitted,



for JAMES A. NOYES
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

TIM GALLAGHER
Director Parks and Recreation

PD:jmg

U:\general\parks\Acton\Admin\board letters\ApproveBudget-072204.doc

Enc. 5

cc: County Counsel
Department of Public Social Services (GAIN/GROW Program)
Office of Affirmative Action Compliance (Ozie Smith)

July 22, 2004

ENCLOSURE A

**ACTON COUNTY PARK – PARK DEVELOPMENT PROJECT
APPROVE ADDENDUM 1 TO THE MITIGATED NEGATIVE DECLARATION
APPROVE BUDGET ADJUSTMENT
APPROVE TOTAL PROJECT BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 6602; C.P. 69190**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Construction Documents	03/18/04	06/14/04*
Jurisdictional Approvals	07/15/04*	
Construction Award	10/06/04	
Construction Start	11/08/04	
Substantial Completion	05/09/05	
Final Acceptance	08/08/05	

*Indicates actual completion date.

II. PROJECT BUDGET SUMMARY

Budget Category	Proposed Project Budget
Plans and Specifications	\$ 87,222
Plan Check	\$ 12,750
Construction	
Construction	\$ 1,868,787
Change Order Contingency	186,879
Total Construction	\$ 2,055,666
Utilities Connection Fee	\$ 70,759
Youth Employment*	\$ 14,000
Equipment	\$ 0
Consultant Services	\$ 118,175
Miscellaneous Expenditures	\$ 10,000
County Services	\$ 276,360
TOTAL	\$ 2,644,932

* Includes youth labor ~~and materials~~ only

July 22, 2004

ENCLOSURE B

**ACTON COUNTY PARK – PARK DEVELOPMENT PROJECT
APPROVE ADDENDUM 1 TO THE MITIGATED NEGATIVE DECLARATION
APPROVE BUDGET ADJUSTMENT
APPROVE TOTAL PROJECT BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 6602; C.P. 69190**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, Eighth Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC.</u> <u>FEE</u>	<u>DATE OF BID</u> <u>OPENING</u>
5	6602	Acton County Park Park Development Project Crown Valley Road and Syracuse Avenue	\$50	08/31/04

Copies of the project manual and drawings may be obtained at the Cashier's Office, Department of Public Works, First Floor, 900 South Fremont Avenue, Alhambra, California 91803, for the fee stated above. Public Works Management Team will hold a mandatory pre-bid conference on August 17, 2004, at 10:00 a.m. at the project site located at Crown Valley Road and Syracuse Avenue in the community of Acton to provide information on the project, bidding process, and answer any questions that potential bidders may have. To be considered responsive to this invitation for bid, bidders must attend the mandatory pre-bid conference in its entirety. Bids from bidders who do not attend the pre-bid conference will be rejected as nonresponsive. For further information, please contact Grace Stohs with AED at (626) 458-5114. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office before 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared

by Public Works at 11:00 a.m. on this date in AED Conference Room, Eighth Floor, 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an "A" or "B" license classification at the time of bid. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en Español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 S. Ave. Fremont), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de Lunes a Jueves de las 7:00 a.m. a 5:30 p.m.

Enclosure B
July 22, 2004
Page 3

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated August 3, 2004.

Specs. 6602

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES

July 22, 2004

ENCLOSURE C

**ACTON COUNTY PARK – PARK DEVELOPMENT PROJECT
APPROVE ADDENDUM 1 TO THE MITIGATED NEGATIVE DECLARATION
APPROVE BUDGET ADJUSTMENT
APPROVE TOTAL PROJECT BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 6602; C.P. 69190**

YOUTH EMPLOYMENT PLAN

Background:

The proposed project consists of constructing a ball field, restroom, tot and children's play area, concrete walkway, parking lot, perimeter horse trail; landscaping; fencing; and installing irrigation, site furniture, and a park identification sign. Plans and specifications are now completed. It is recommended that the Board authorize the Director of Public Works to award a construction contract to the lowest responsible bidder if the construction bid received is at or below the estimated construction cost.

Task(s) that may be Performed by At-Risk Youth:

The Youth Employment workers will install the forms for concrete pads for picnic tables; install picnic tables, park benches, barbeques; and plant ground cover in designated landscape areas.

Estimated Cost of Youth Employment:

Cost per hour	\$ 9.50
Total estimated hours of youth employment	<u>1,473</u>
Total estimated cost of youth employment	\$ 14,000

Method of Youth Employment:

The employment of at-risk youth will be coordinated by Parks and Recreation, Children and Family Services, and Community and Senior Services. In addition, youth will be supervised by staff employed by Parks and Recreation.

Youth Employment Goal:

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of at-risk youth, the Youth Employment Minimum Obligation of the County of Los Angeles is \$15,739,750 (equal to 50 percent of the total maintenance

and servicing funding from Proposition A of 1992 and 1996). Parks and Recreation is actively pursuing employment opportunities for at-risk youth on all projects. Parks and Recreation's current plan to meet YEMO and documented at-risk youth employment accomplished to date are as follows:

	<u>YEMO Goal</u>	<u>Accomplished</u>	<u>Remaining</u>
Project Support	\$ 5,246,583	(\$ 683,572)	\$ 4,563,011
Maintenance	\$ 5,246,583	(\$ 228,008)	\$ 5,018,575
Other New Youth Employment*	\$ 5,246,584	(\$ 677,616)	\$ 4,568,968
YEMO Total	\$15,739,750	(\$ 1,589,196)	\$14,150,554

* Various parks and other County programs

July 22, 2004

ENCLOSURE D

**ADDENDUM 1
TO THE MITIGATED NEGATIVE DECLARATION
FOR ACTON COUNTY PARK**

The purpose of this Addendum is to provide minor technical changes to the Mitigated Negative Declaration for Acton County Park approved by the Los Angeles County Board of Supervisors on December 29, 1999. There are two changes to the MND. The first change involves the timing of the park development. The park will be built in phases rather than being fully developed at one time.

The second change consists of the relocation of some of the park amenities from the north side to the south side of the park. The amenities that are being relocated are the tot and children's play area, restroom, concrete walkways, landscaping and irrigation, fencing, and site furniture. The ball field will be built in approximately the same location but it will be oriented to the northeast rather than the northwest. The equestrian/hiking trail, the park identification sign, and a parking lot will remain in approximately the same location.

These minor technical changes described above do not result in any new environmental impacts beyond those described in the MND.

**SEE ATTACHED SEPARATE PDF FILE
FOR ACTON COUNTY PARK SITE MAP**

July 22, 2004

ENCLOSURE E

BUDGET ADJUSTMENT

FISCAL YEAR 2004-05

4 – VOTES

FINANCIAL SOURCES

Capital Projects/Refurbishments
Acton County Park
Park Development Project
State – Proposition 12/CP
A01 – PK – 69190 – 882A
\$1,238,000 Increase Revenue

FINANCIAL USES

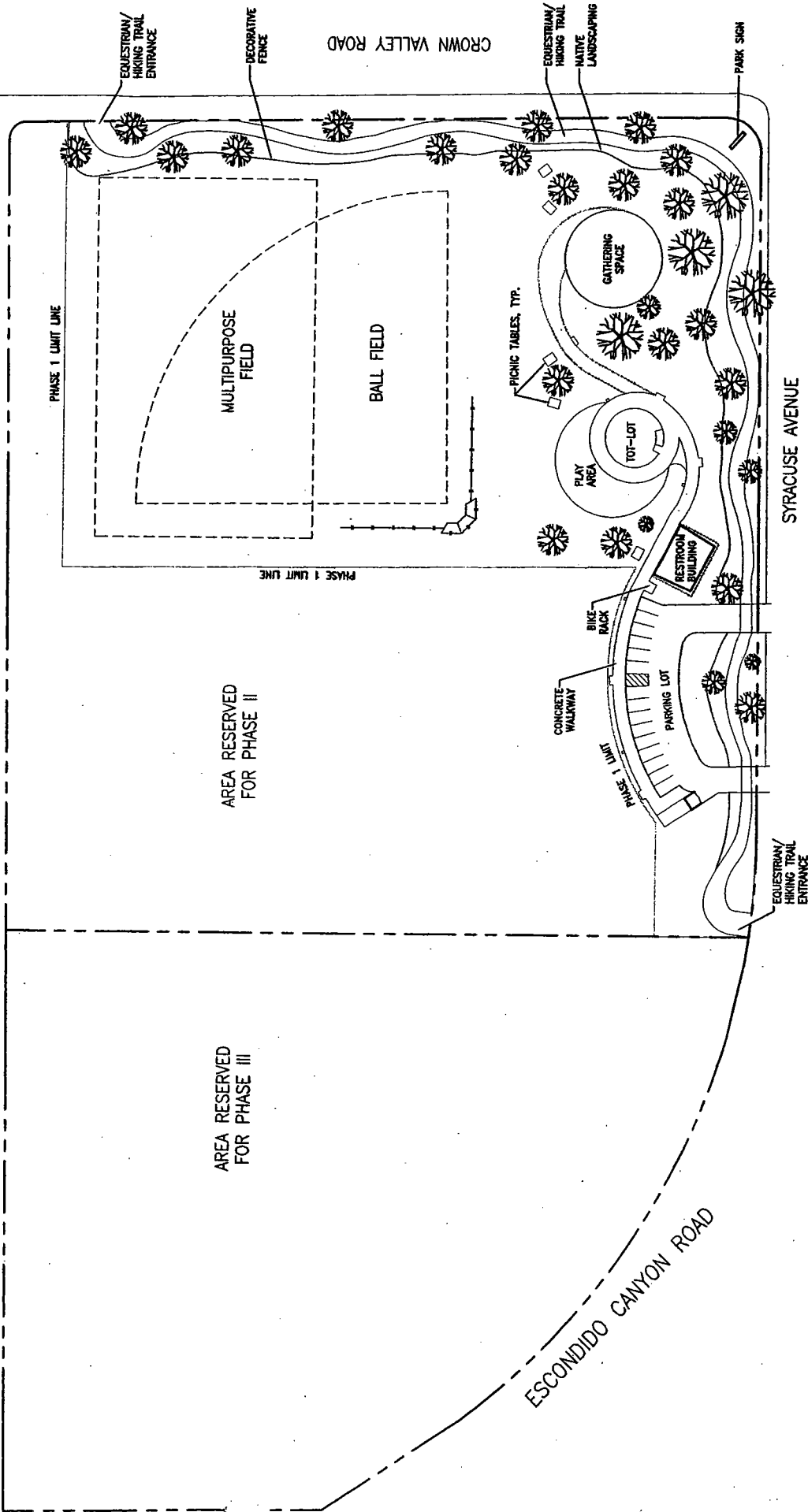
Capital Projects/Refurbishments
Acton County Park
Park Development Project
Building and Improvements
A01 – PK – 69190 – 6014
\$906,000 Increase Appropriation

Capital Projects/Refurbishments
Acton County Park
Park Development Project
Regional Park and Open Space District/CP
A01 – PK – 69190 – R400
\$332,000 Decrease Revenue

JUSTIFICATION:

The Budget Adjustment is necessary to increase appropriation and realign revenue in FY 2004-05 to fully fund the proposed Acton County Park – Park Development Project.

SACRAMENTO AVENUE (FUTURE)



SITE PLAN ACTON COUNTY PARK

JULY 1, 2004

NOT TO SCALE

